



**PARKS and RECREATION ADVISORY COMMISSION
MINUTES
May 04, 2006**

Attendees:

Parks and Recreation Advisory Commission Members

		Committee Membership
Frank McDavid, Chairman	Clover Hill District	Member of All PRAC Committees
Jack Griffin, Vice Chairman	Bermuda District	Capital Projects Committee, Athletics Activities Committee, Background Checks Committee
Jim Beck	Bermuda District	Capital Projects Committee
Ron Maxey	Midlothian District	Capital Projects Committee
Dennis Harding	Dale District	Athletics Activities Committee Budget Committee By-Laws Committee
Bob Terrell	Dale District	Chair, Athletics Activities Committee Capital Projects Committee, Background Checks Committee
Earl Gee	Matoaca District	Budget Committee Athletics Activities Committee, By-laws Committee
Tim Russell	Matoaca District	Chair, Budget Committee Chair, Future Visions Background Checks Committee Outreach & Greenways Advocacy

Absent:

Lynn Crump	School Board	Capital Projects Committee, Outreach, Greenways Advocacy Committee and Future Visions
Will Shewmake	Midlothian District	Chair, Outreach and Greenways Advocacy Committee Future Visions Committee Athletic Activities Committee
Jose Sanchez	Clover Hill District	Capital Projects Committee Athletic Activities Committee

Parks and Recreation Staff

Mike Golden, Director, Primary Liaison, By-laws Committee and Future Visions Committee

Lynell McClinton, Chief of Finance, Primary Liaison Budget Committee

Phil Innis, Assistant Director, Primary Liaison Athletic Activities, Outreach & Greenways, and Background Checks Committee

Bruce Dove, Assistant Director, Liaison Budget, Capital Projects and Future Visions Committee

Mark Askin, Chief of Parks, Liaison Outreach and Greenways and Budget Committees

Stuart Connock, Jr., Chief of Parks Design and Construction, Primary Liaison, Capital Projects Committee

Bill Carlson, Athletics Manager, Liaison Athletic Activities and Background Checks Committees

Doug Salyers, Liaison Budget Committee

Rebecca J Parker, CPS/CAP, Secretary

2006 Standing Committee

Budget	Capital Projects	Athletics Activities	Background Checks	Outreach and Greenways
Tim Russell, Chair	Jack Griffin, Chair	Bob Terrell, Chair	Bob Terrell, Chair	Will Shewmake, Chair
Earl Gee	Lynn Crump	Earl Gee	Jack Griffin	Lynn Crump
Dennis Harding	Ron Maxey	Jack Griffin	Frank McDavid	Frank McDavid
Frank McDavid	Jim Beck	Dennis Harding	Tim Russell	Tim Russell
	Bob Terrell	Tim Russell		
	Frank McDavid	Will Shewmake		
	Jose Sanchez	Frank McDavid		

Future Visions

By-Laws

Tim Russell-Chair	Will Shewmake, Chair
Will Shewmake	Earl Gee
Lynn Crump	Dennis Harding
Frank McDavid	

Speakers on Scheduled and Unscheduled Matters

Charles Batchelor	Chesterfield Observer
Debbie Belcher	Chesterfield Hopewell Youth Wrestling League
Blake Eller	Chesterfield Baseball Clubs (CBC)
Robert Hodges	Chesterfield Basketball League
Jeff Layne	Reams Road Athletic Association
Sherman Litton	Planning Commission
Bryan D. Waits	Chesterfield Girls Basketball
Lee White and Francis Clark	Chester Presbyterian Basketball
Bryan D. Waits	Chesterfield Girls Basketball

❧ Parks and Recreation Advisory Commission Mission Statement ❧

Working in partnership with the public, Parks and Recreation Department, and the Board of Supervisors, Parks and Recreation Advisory Commission (PRAC) seeks to eliminate obstacles that interfere with Chesterfield County's ability to efficiently and safely provide greenways, parks, recreational facilities, and associated programs. PRAC also strives to support recreational programs and facilities that a *First Choice Community* such as Chesterfield should afford its citizens, as well as to exercise leadership in projecting the future recreational needs of the County's citizens and determining how best to meet those needs.

I. Chairman, Frank McDavid called the meeting to order at 7:05 p.m.

II. Invocation:

Dennis Harding offered the Invocation and gave thanks for our many blessings. He asked for continued health and happiness for all present and their families and for guidance in all the decisions concerning the opportunities before the Commission.

Frank McDavid acknowledged the tragic death of a Chesterfield County Police Officer, and the wounding of another. Officer Gary Buro was shot and killed after responding to a domestic disturbance call in Ettrick. His partner Joseph Diman received gunshot wounds and was hospitalized. Chairman McDavid asked the assembly to gratefully acknowledge that danger, risk and sacrifice are a part of the daily work life of the Police, Fire and EMS staff. Chairman McDavid asked the assembly to bow their heads and personally acknowledge the ultimate sacrifice by Chesterfield's finest.

III. Pledge of Allegiance:

Phil Innis led the assembly in the *Pledge of Allegiance*.

IV. Approval of April 6, 2006, Minutes:

Tim Russell made a motion to waive the reading of the minutes and approve them as written. Ron Maxey seconded the motion. There was no discussion. The Commission vote was unanimous and the minutes were approved as written.

V. Amendments to Agenda: The Public Hearing listed under *New Business* will not be held. Clarification will be given at that point on the Agenda.

VI. Meeting Procedures:

Chairman McDavid discussed changes to the meeting procedures that now give priority to public comments. The By-laws were revised to reflect this change. Chairman McDavid instructed anyone who wished to speak to stand and advise him. A sign-up sheet is available, and remarks should be limited to 5 minutes or less. A twenty-four hour notice must be given before a presentation can be made to the Commission, and that presentation must be limited to 30 minutes or less.

VII. Public Comments on Agenda Items:

There were no public comments.

VIII. Parks and Recreation Director's Remarks:

Phil Innis reported in Mike Golden's absence. The Parks and Recreation Program Guide, *Summer 2006* was distributed.

Phil Innis also distributed the cover page of the *Fall 2006 Program Guide* that is the result of a cooperative effort between Parks and Recreation and Schools. The *Fall 2006 Program Guide* will combine registration information about Adult Continuing Education and Parks and Recreation programs. Phil Innis said that there should be an economy of scale and the opportunity to reach a broader audience through a shared mailing list.

Chairman McDavid asked for input from the Commission and staff about what sites in Chesterfield County a visitor should not miss. The following sites were suggested:

- Henricus Historical Park and the Dutch Gap Conservation Area
- Mid-Lothian Mines
- Eppington Plantation
- The marsh boardwalk at R. Garland Dodd Park
- Robious Landing
- Government Center Trail- official opening ceremony is June 2nd
- Huguenot Park – Katie's Playground

Chairman McDavid will provide these suggestions to *Richmond Magazine*.

IX. Accept Parks and Recreation Staff Reports:

Co-sponsorship Report:

Phil Innis advised that a letter requesting information had been sent to all cosponsored organizations and all have not provided this information. Several organizations are assisting in the efforts to obtain this information. Blake Eller with Chesterfield Baseball Clubs (CBC) asked Bill Carlson to send him a revised list of the cosponsored groups that needed to provide information so that he could follow-up with them.

Committee Reports:

Future Visions Committee

- Hall of Fame Monument 2006

Committee Chairman Tim Russell reported that the Committee was reviewing applications received by the March 31 deadline. Previous years' nominees with updated applications would also be considered. He advised that applications after this deadline would be accepted and considered for next year. Tim Russell asked Commission members for their assistance in obtaining updated applications for previous nominees in their districts.

Budget Committee

- PRAC Scholarships

Dennis Harding reported that a meeting would take place in June to discuss PRAC scholarships. Part of the discussion would include funding the program.

Artificial Fields Update

Frank McDavid said approximately one and one-half million dollars are lost with every one-cent reduction in the tax base. Therefore, with the recent reduction, the \$850,000 request for artificial fields has been delayed and County Administration has requested more information and research to include long-term paybacks, location of fields and the type of information provided by the Planning Department. Stuart Connock Jr. is in the process of compiling this information.

X. Deferred Business:

- **Evergreen Elementary**

Mike Golden and Stuart Connock, Jr. attended a meeting on site with Mr. Kevin Johnson. Bruce Dove reported that the Evergreen Athletic Association now has a better understanding of what they need to do to bring about their goal of improving this Class III site. Frank McDavid said that it was a positive process that resulted in a quick response from Parks to address Mr. Johnson's request to PRAC. Commission members discussed the many difficult decisions involved in the allocation of limited funds to meet safety and facility needs. The Commission also reviewed a preliminary report prepared by Stuart Connock, Jr. that detailed costs for site upgrades that included an artificial field.

- **Storage Area at Manchester Middle School**

Bruce Dove reported that funding was not available to renovate the two-car, block garage facility at Manchester Middle. Currently, funds are available to renovate the old high school field house that has some storage and a concession stand. Mr. Dove advised that the new concession stand would be larger – approximately the same size as the Matoaca concession. If there are savings when this project is completed, Parks will review the request to renovate the garage. The school is currently using this garage for storage. Bruce Dove advised Jim Beck that storage currently used by the Quarterback League would not be lost.

- **Request for Electrical Service at Bellwood Elementary**

Ron Maxey asked for an update on Bellwood Athletic Association electrical meter request. Bruce Dove said that Parks is meeting with the School to see if it is possible to hook directly into their electrical service. Bruce Dove said the Schools have their own electrician. Ron Maxey advised he would follow-up with Robert Campbell, if needed.

- **Gordon Association Survey of Lacrosse Interest**

Phil Innis reported that the Gordon Survey/Flyer had been approved to go out to the schools; however, the date scheduled for distribution was not known. Mr. Innis explained that the flyer directed interested parents/players to a website to express their interest in a lacrosse program. Mr. Charles Batchelor with the *Chesterfield Observer* requested that the website information be provided to him.¹

¹Gordon Athletic Association Survey for interest in Lacrosse Program-- respond to Brian Eutsler at beutsler@comcast.net

XI. New Business

- **Winter Sports Programs Reports:**

Bill Carlson advised that there were three organizations in attendance to give their report.

Debbie Belcher, Chesterfield Hopewell Youth Wrestling League

Ms. Belcher reported that there were 300+ youth wrestlers in their organization ranging from kindergarten through eighth grade. Teams include members from Colonial Heights, Clover Hill, Matoaca, north Chesterfield, Dinwiddie, Dale and Hopewell Youth Wrestling. Ms. Belcher said their organization held weekly matches in an environment that builds team sportsmanship and individual confidence. Chesterfield Youth Wrestling is also a feeder program to the high schools. Many wrestlers from their league go on to wrestle in high school and then college. Their goal is to continue to build a strong feeder program.

Ms. Belcher said that she would like to request assistance in finding a way to avoid being bumped from scheduled school gym time. Ms. Belcher said the high school wrestling coaches are great, they are just very busy and gym space is limited. Ms. Belcher would also like to have one high school gym available to the league once or twice during a season to host a tournament (their season runs with high school wrestling). Ron Maxey advised that James River High School has three mats. Dennis Harding suggested that Ms. Belcher prepare a proposal and discuss this issue with the athletic director. Wrestling rules prevent the pinning of a less experienced wrestler by a more experienced wrestler. If a gym was available, the league could separate the experience levels and the more experienced wrestlers could pin their opponents, to win a match in accordance with the rules. Bill Carlson asked Ms. Belcher to schedule a date as soon as possible for a tournament because of the demand for gym time. Ms. Belcher thanked Parks and Recreation for their support.

Lee White and Francis Clark- Chester Presbyterian Basketball

Mr. White reported that he had been with the organization for 21 years and Mr. Clark had been with them for 10 years. The program originated through Chester Jaycees. The organization has approximately 400 boys and girls that make up 40-44 teams. Games are played at Wells, Curtis, Marguerite Christian and Chester Middle. A \$10 deposit for the jersey is all that is needed to join. The organization is an all-volunteer organization with about 15 teams sponsored by corporate donations. Belcher Trophies is one of their sponsors. A fundraiser is also held every year. Mr. White described their basketball as organized, backyard basketball. The boys range in age from 8-15 years and the girls from 8-11 years and up. Mr. Clark thanked Bill Carlson for all the assistance with the Curtis scoreboard. Mr. White would like to see their type of organization duplicated throughout the County.

Mr. Bryan D. Waits, President, Girls Basketball League

Mr. Waits reported a very successful season with 1,500 girls from 8 to 17 years old participating. Mr. Waits said more girls signed up this year for the instructional league than ever before and four teams that started out in the Girls Basketball League were in state and regional finals this year. Mr. Waits thanked Parks and Recreation and especially Susie Owens for all her assistance with gym time and said Ms. Owens was always on top of the scheduling and a great person with whom to work. Mr. Waits said they would request more gym time for the league in the future.

- **Public Hearing for Concession Trailer Lease**

Chairman McDavid asked Phil Innis to advise the audience about why it is not necessary to hold a public hearing on the concession trailer lease. Phil Innis said that meetings with the County Attorney's office and the user groups were held to discuss the proposed lease agreement and the user groups' requirements. The County Attorney recommended a rental agreement rather than a formal lease agreement. Because a rental agreement would not need to go before the Board of Supervisors, a public hearing would not be needed. A rental agreement under a concession permit application is the document that will be used. The concession trailer can be rented seasonally for \$600. Phil Innis advised that the user groups involved were invited for discussion.

Phil Innis was asked about storage and transport of the concession and responded that the trailer would be stored at the Fairgrounds and delivered to the pads when needed. Mr. Innis advised that the concession trailer is equipped with a sink, refrigerator/freezer and counter space; however, the hot dog machines would have to be supplied by the user groups. There is cabinet space inside and a large storage area in front. Ron Maxey pointed out that the trailer was a quality trailer. Bruce Dove advised that both trailers were with the Purchasing Department waiting to be bid out and hopefully, would be available this fall. Salem Church Elementary, Providence and Goyne are scheduled to receive a mobile concession. The rental of \$600 per season would be shared if more than one group used the trailer during the season.

Jack Griffin advised the groups that the brick and mortar concessions would still be considered and a draft criterion is being developed by the Capital Projects Committee. Ron Maxey pointed out that when demographics shift, trailers could provide an economical solution. Bruce Dove noted that Goyne Park would have seven fields after renovation, and a trailer can be moved to a second pad to accommodate the fields in play.

Mr. Jeff Layne thanked Parks and Recreation for all the thought and planning that went into this process. The only concern he had was the need for a restroom or more port-a-johns at Providence-- there is only one port-a-john available for the eight teams that use this site. Bruce Dove said that the concession pad is designed for a pre-fabricated restroom (connected to sewage) to be added; however, funds are available later in the CIP for this addition. Mr. Dove said that an additional port-a-john can be added and it can be handicap accessible, as requested.

Mr. Layne also said that at some point, they would request that public address speakers be added to the existing light poles at Providence to address a possible safety issue. Because of the parked cars and the distance between fields, it is difficult to get cars moved when emergency vehicles need access to the fields. Mr. Layne reported that when a child broke his leg, the ambulance was delayed in getting to the field because of the parked cars and the inability to quickly notify owners to move their cars.

Background Checks

Phil Innis requested that the Background Checks Committee meet before August 3. The Police Department advised that a few of the organizations are requiring bathroom walkers and team mothers to have background checks. Currently, if the individual is listed on the roster, a background check is required. Dennis Harding said that guidelines must be established that determine who needs to be checked, as requested by the Police Department. Phil Innis said input from the leagues would be sought.

Jack Griffin requested that a representative from HRM be present at the meeting because they gave assurances during the initial meetings that the personnel would be available and the costs could be covered to perform background checks.

Blake Eller and Robert Hodges advised that people were being turned away that were present at the designated site and time for background checks.

Sherman Litton said that this appeared to be a scheduling problem because an undetermined number of people show up at one time and cannot be checked in the allotted timeframe.

XII. Recommendations of Agenda Items for August 3, 2006:

- **Miracle League Field Update**

XIII. Adjournment:

Bob Terrell made a motion to adjourn; Jack Griffin seconded the motion. All members were in favor and the meeting adjourned at 8:29 p.m.

Minutes submitted by Rebecca J. Parker, CPS/CAP

The next meeting will be held on Thursday, August 3, 2006, at the Central Library Rooms A&B
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